

**Policy:** 2a-6- Bylaws of the State Transportation Board

**Section:** Board Policies - Board

**Office/Department:** State Transportation Board

**Reports To:** State Transportation Board

**Contact:** 404-631-1000

1. The Board shall elect the Chairman, Vice-Chairman and Secretary in an open election at the August meeting of the Board each year with terms of office beginning at the conclusion of the meeting at which the election was held. The Chairman and Vice-Chairman will serve at the pleasure of the Board. However, should a vacancy occur in the Chairmanship, the Vice-Chairman shall serve the unexpired term of the Chairman. The Chairman and Vice Chairman may not serve two (2) consecutive full terms in their respective position.
2. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Board where they are not inconsistent with these bylaws and any special rules or policies the Board may adopt. Where conflict occurs between Board policy and Roberts Rules of Order, Board rules or policy takes precedent. All questions of a procedural nature shall be raised at the appropriate time, provided however the right to challenge a procedural question shall be considered waived if not raised prior to the adjournment of the meeting.
3. Amendments to the bylaws or board rules or policies can be made at any business meeting of the board by a two thirds vote of the entire membership of the board.
4. The Board shall hold regular meetings at the Department of Transportation headquarters in Atlanta on the third Thursday in each month, unless that date and place is changed by the majority of the Board.
5. Establish Standing Committees, each comprised of not less than three (3) Board Members, with the Chairman serving as ex-officio members of each committee.
6. Establish a Policy Committee comprised of a Committee of the Whole of this Board.
7. Establish such other committees, standing or special, as deemed necessary to carry out the work of the Board. All committees shall be appointed by the Chairman and shall serve at the pleasure of the Chairman.
8. All committees shall meet at the call of the Chairman of the Committee, the Chairman of the Board, or the Commissioner.
9. The duties of the Standing Committees shall be to counsel with personnel in their respective areas and to make recommendations to the Board.
10. The Chairman of the Board shall annually appoint the membership of the Standing Committees; provided however if a member shall have been elected to fill a vacancy, the Chairman may assign such member to such committees as the Chairman may see fit. All board members shall serve on Committees at the pleasure of the Chairman. If a member desires to change or resign from a committee, such member shall make a request to the Chairman. If a change can be accomplished, the Chairman is authorized to make such change.

11. The Commissioner shall advise the affected Board Member or members when a vacancy is imminent for the District Engineer position within their district.
12. Censure: The Board may sanction a Board Member for conduct in violation of State or Federal law involving moral turpitude that is determined to constitute a violation of the Bylaws or the Code of Ethics of the State, or other improper conduct that tends to discredit the Board or disturbs the well-being or hampers or interferes with the work of the Board or the Department.

The determination of whether to sanction a Board Member shall be made by the Board on the basis of the severity of the improper conduct of the accused Board Member, the extent to which the Board's interests have been prejudiced as a result of such conduct, and other facts that the Board considers relevant in the circumstances of the particular case. The Board may appoint such personnel, including investigators, as may be necessary to make out a case and may adopt any procedures for imposing the following sanctions:

- a. Reprimand: A communication that declares a Member's conduct unacceptable but not so serious as to merit a censure.
- b. Censure: A public declaration by the Board by Resolution that a Member is guilty of misconduct. A Censure may include:
  - an order of removal from Department premises except for such time that the Board or its committees are in a called session of the Board. The order of removal may be effective for a period of time certain, either thirty (30) or sixty (60) days, or for a lesser period of time as established by the Board and as indicated in the Order of Censure;
  - a call for the Board Member's resignation; and
  - a resolution initiating action to remove the Board Member pursuant to Official Code of Georgia (O.C.G.A) §§ [45-10-3](#) and [45-10-4](#).

The charges against a Board Member shall not be brought unless there are reasonable grounds for such charges. Upon evidence of reasonable grounds, the following procedure shall apply to afford the Board Member an opportunity to respond.

Notwithstanding anything in these Bylaws to the contrary, an affirmative vote of 2/3 of the Board Members eligible in the vote, but not less than a majority of the full Board, shall be required to sanction a member.

## **References:**

None.

## **History:**

beginning term date changed from September to conclusion of the August Board meeting, Chairman and Vice-Chairman may not serve 2 consecutive full terms in respective positions added: 08/16/12;  
election date changed from June to August, beginning term date changed from July to September, term information removed from number 1: 06/21/12;

Copied to GDOT Publications v.02.00.00 on 3/2/2012;  
added 11 and 12: 3/19/2009;  
copied to P&P: 09/09/08;  
number ten (10) added: 03/23/05;  
revised: 05/20/04;  
revised: 01/15/03;  
revised: 10/18/01;  
added to TOPPS: 01/04/96;  
04/24/86: (W-460);  
03/21/74 (T-553);  
09/20/73 (T-496);  
04/19/73 (T-447);  
03/15/73 (T-433);  
04/20/72 (T-324);  
01/20/72 (T-306);  
amended by Board: 04/22/71 (T-222);  
adopted by Board: 03/18/71 (T-214)